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CONSTITUTION AND BY-LAWS

.. OF ..

INTERNATIONAL BROTHERHOOD OF TEAMSTERS

ADOPTED AT CONVENTION HELD AT NIAGARA FALLS, NEW YORK, AUGUST 3rd TO 14th, INCLUSIVE, 1903. IN FULL FORCE AND EFFECT ON AND AFTER OCTOBER FIRST, 1903.

MORMLIN & GELLER, CHICAGO

Constitution and By-Laws

.. of the ..

International Brotherhood of Teamsters

opted at Convention held at Niag-
a Falls, N. Y., August 3-14, 1903

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CONSTITUTION

OF THE

International Brotherhood of Teamsters

Section 1. The objects of this organization are, viz.: To organize and unite under one banner all branches of our craft, to rescue our craft from the low level to which it has fallen, and by mutual efforts to endeavor to place ourselves on a foundation sufficiently strong to resist further encroachments.

Sec. 2. We propose to encourage a higher standard of skill among our members, to cultivate feelings of friendship among the men of our craft, to assist each other in securing employment, to reduce the hours of labor, to secure a higher standard of wages for work performed, by legal and proper means and to elevate the moral, intellectual and social condition of our members.

Sec. 3. This organization shall be known as the International Brotherhood of Team-

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sters and shall consist of an unlimited number of local unions and members, subject to its laws and usages, and shall not be dissolved as long as there are seven dissenting Local Unions, nor shall any affiliated Local Union be dissolved as long as there are seven dissenting votes in said Local Union.

MEMBERSHIP AND JURISDICTION.

Membership.

Sec. 4. Any Teamster or Helper driving or working on a vehicle who does not own, operate or control more than one team or vehicle shall be eligible for membership. Should any member become an employer he shall be given an honorable withdrawal card.

CONVENTIONS AND REPRESENTATION.

Sec. 5. The conventions of the International Brotherhood of Teamsters shall be held annually, on the first Monday in August, at such place as may have been designated by the last preceding convention, and no city shall be entitled to two consecutive conventions, nor shall a convention be held in any city or town where there is no Local Union of the International Brotherhood of Teamsters. The International Secretary-Treasurer shall issue a call for the convention not less than two (2) months prior to the date of meeting.

Sec. 6. Each Local Union having two hundred (200) members or less shall be entitled to one representative, and one delegate for each additional two hundred (200) members or majority fraction thereof, but in no case shall a delegate have more than one vote. No proxy votes will be allowed.

Sec. 7. No Local Union shall be entitled to representation that has not been chartered forty days prior to the time of opening the convention, and has paid one month per capita tax; no member shall be eligible if his dues are in arrears.

Sec. 8. Local Unions having less than one hundred members may unite with sister Locals of like character, in sending a delegate to the convention of the International Brotherhood of Teamsters. The expenses of sending a representative in cases of this character shall be on a per capita basis.

Sec. 9. Each Local Union shall pay the expenses of its delegates to the annual convention. All moneys due the International Brotherhood whether per capita tax or otherwise, must be received by the General Secretary-Treasurer at least three days before the opening of the convention, or the delegates will not be seated.

Sec. 10. All delegates to the International Convention shall be elected at the first regular meeting in June preceding the convention, or as soon thereafter as possible. The Local Union shall at the time of electing delegates elect also an alternate to serve in case of disability of the regularly elect-

ed delegate; each delegate or alternate must be an active Teamster or Helper working at the craft at least 40 days preceding his election. This, however, must not be construed so as to bar the election of Business Agents of Local Unions or salaried officers of the International Union. All International officers shall be entitled to all the privileges of regularly credentialed delegates.

Sec. 11. The Recording Secretary of each Local Union shall, immediately after the election of delegates, forward their names to the General Secretary-Treasurer, who shall publish a list of delegates in the Official Journal. Each delegate shall present credentials, properly signed by the President and Recording Secretary, having the seal of the Local Union he represents attached, also his card of membership, in order to prove that he is entitled to a seat in the convention.

Sec. 12. The General President shall, on or before July 15 preceding each convention, appoint from the delegates elect a committee of five (no two from any one State or province) who shall act as a Committee on Constitution and Credentials, and shall meet at the place for holding the convention three days prior to the opening of the convention. The General President and General Secretary-Treasurer shall be members ex-officio of said committee. To this committee shall be referred all credentials and all constitutional changes offered by the

general officers, Local Unions or individual members. The committee shall act on all matters submitted to them and have their report in writing ready for the convention when it meets. The said committee of five shall receive twelve (12) dollars each as compensation for the extra three days' service.

Sec. 13. Prior to each convention Local Unions, members in good standing, or the general officers, shall have the right to send to the Corresponding Secretary of the International Brotherhood proposed amendments or additions to the Constitution, or resolutions, all of which shall be submitted to the Committee on Constitution, when it meets. All propositions received in time shall be published in the Official Journal. This shall not deprive delegates to the convention of their right to propose amendments or additions to the Constitution or to submit resolutions during the sessions of the convention.

QUORUM.

Sec. 14. A quorum shall consist of a majority of the delegates seated in the convention.

OFFICERS.

Sec. 15. The officers of the International Brotherhood shall consist of a General President, General Secretary-Treasurer, Corresponding Secretary, seven Vice Presidents, one Traveling Auditor, Editor of Official Journal, General Organizer and three Trustees. The General President, seven Vice Presidents,

Secretary-Treasurer, Traveling Auditor, and General Organizer shall constitute the General Executive Board. There shall also be elected in each annual convention three District Organizers, one shall be assigned to the East, one to the West and one to the Central districts. They shall work under the supervision of the General President and General Organizer, and shall have jurisdiction over their respective districts. Their duties shall be to investigate the competency of Local Organizers when requested to do so, supervise strikes and lockouts, and general organizing work.

ELECTION.

Sec. 16. The election shall be held on the fourth day of the convention, and all officers shall be installed on the last day of the convention. All nominations for International officers shall be made in open convention and elections by roll call. It shall require a majority of all votes cast to constitute an election; at every unsuccessful ballot the candidate receiving the lowest number of votes shall be dropped until an election takes place. This shall not apply to Trustees. Each delegate shall be entitled to vote for three candidates and the three receiving the highest number of votes shall be declared elected.

DUTIES OF OFFICERS.

General President.

Sec. 17. The General President shall preside at the conventions of the International

Brotherhood of Teamsters and conduct the same in uniformity with this Constitution. He shall have the deciding vote in case of a tie on any question that is being voted on by the convention and shall act to the best of his ability in furthering the interests of the organization. He shall fill any vacancy among the general officers by consent of the majority of the General Executive Board.

Sec. 18. The General President shall have general supervision over the affairs of the International Brotherhood, which shall be conducted in accordance with this Constitution, and the approval of the General Executive Board.

The General President shall devote his entire time to the service of the International Brotherhood and shall receive such compensation as may be determined at each annual convention. All salaries shall be determined by the convention prior to election of officers.

Sec. 19. He shall decide on all points of law or grievances submitted to him by Local Unions, subject to appeal to the General Executive Board, or the next convention.

He shall have charge of the conduct of strikes and lockouts in conformity with this constitution.

Sec. 20. The General President shall assist and advise Local Unions, draft agreements when called upon, and approve Local By-laws.

Sec. 21. He shall countersign all checks drawn on the International Treasury, by the

General Secretary-Treasurer, approve all bills for services rendered the International Brotherhood, and give bond to the General Executive Board for the faithful performance of his duties, in such amount as may be determined upon by the General Executive Board.

Sec. 22. The General President shall issue the general pass-word quarterly.

Vice President.

Sec. 23. It shall be the duty of the First Vice President to assume the duties of the General President in the absence of that officer or when called upon by that officer to do so, and on the death, removal or resignation of the General President, he shall act until the next convention.

General Secretary-Treasurer.

Sec. 24. The General Secretary-Treasurer shall keep a correct record of the proceedings of the convention, preserve all important documents, papers, letters received and copies of all important letters sent by him. He shall conduct all financial correspondence between the International Brotherhood and the Local Unions. He shall be custodian of all the property of the International Brotherhood of Teamsters.

Sec. 25. He shall receive all applications for charters and shall sign and grant the same if in proper order. He shall have charge of the seal of the International Brotherhood and shall affix it to all im-

portant documents. He shall keep on file a register of all members expelled from Local Unions.

Sec. 26. The General Secretary-Treasurer shall publish monthly a financial statement of receipts and disbursements in the Official Journal, and shall also furnish each Local Union quarterly, on the first of January, April, July, and October, with a statement of the expert accountant showing the total amount of receipts and disbursements with cash balance on hand.

Sec. 27. The General Secretary-Treasurer shall receive all moneys due from Local Unions and other sources, giving his receipt therefor. All moneys shall be placed in the bank in the name of the International Brotherhood of Teamsters, subject to withdrawal only by the General Secretary-Treasurer and the General President. He shall keep a correct financial account between Local Unions and the International Brotherhood. He shall pay all bills and claims legally due by the International Brotherhood, also those authorized by the General Executive Board. He shall publish an annual report of his work and submit the same to the convention.

Sec. 28. The General Secretary-Treasurer shall receive such compensation as shall be determined by the convention, and he shall give bond to the General Executive Board in such amount as they deem proper for the faithful performance of his duties.

Sec. 29. The General Secretary-Treasurer shall procure all seals, stamps, and supplies

and furnish the same to all Local Unions desiring them, to be used whenever the Local Union may deem it practicable. (It is compulsory for all Local Unions to procure all supplies, that are required to be uniform, from the general office.) The General Secretary-Treasurer shall perform such other duties as are required of him by this constitution.

Sec. 30. The General President, General Secretary-Treasurer and First Vice President of the International Brotherhood shall have the power to call a meeting of the General Executive Board whenever in their judgment, they deem it necessary.

Trustees.

Sec. 31. The Trustees shall audit the books of the General Secretary-Treasurer on the first of January and July, and report their finding, at once, to the General Executive Board.

Editor of the Official Journal.

Sec. 32. The editor of the Official Journal shall edit the Journal under the supervision of the General Executive Board, and shall perform such other duties as may be required from time to time.

Traveling Auditor.

Sec. 33. The Traveling Auditor shall work under the instructions of the General Secretary-Treasurer and General Executive Board. He shall travel in the interests of the organization, visit Local Unions, ex-

amine books, and instruct Local Secretary-Treasurers in the proper method of keeping their books. He shall have full power at all times to examine the books of Local Unions or the due-cards of any member. He shall also submit a detailed report of the books examined to headquarters not less than once every thirty days.

Sec. 34. The fiscal quarters of the year shall commence on the first of January, first of April, first of July and the first of October.

General Executive Board.

Sec. 35. All general officers shall have the power to employ such clerical assistance as may from time to time be necessary. Such help shall be paid reasonable salaries from the general fund, all of which shall be subject to the approval of the General Executive Board.

Sec. 36. The Official Journal shall be published monthly under the supervision of the General Executive Board, and a sufficient number of Journals shall be sent to each Local Secretary-Treasurer to supply each member, in good standing, with a copy of the same.

Sec. 37. The General Executive Board may, at any time, recommend a new law for the benefit of the International Brotherhood of Teamsters, to the Local Unions and should the recommendation be supported by a two-thirds vote of the members of the International Brotherhood of Teamsters, it shall be adopted.

Sec. 38. The General Executive Board shall at all times have the power to remove any officer or organizer who is not found competent to perform the duties assigned to him.

Sec. 39. The General Executive Board shall employ a public expert accountant to audit the books of the General Secretary-Treasurer on the first of January, April, July and October.

Sec. 40. The General Executive Board shall have full power to enforce discipline on Local Unions and members thereof, who violate the Constitution, to try cases involving danger or disgrace to a Local Union, or the International Brotherhood, and to pass judgment upon all cases appealed to it. In the case of individuals it shall be the final resort; in the case of Local Unions, its decisions shall be enforced subject to appeal to the next convention.

Sec. 41. Any Local Union suspended by the General Executive Board shall lose for the period of its suspension all privileges of the International Brotherhood, and the Local Central Labor Body shall be notified to exclude its delegates.

Sec. 42. Any Local Union whose Charter has been revoked by the International Brotherhood of Teamsters shall lose its rights therein forever, and its officers, if found guilty, shall not be eligible for membership in any other Local of the International Brotherhood of Teamsters for a period of eighteen (18) months from the date of

suspension. Immediately after the revocation of the Charter of a Local Union the Organizers for the International Brotherhood of Teamsters shall organize a new Local Union, and shall give it a new Charter, but a different number from that held by the one whose Charter has been revoked.

Sec. 43. Any member or members of the General Executive Board, or the General Executive Board as a whole, shall have power upon proper information to prefer charges against any member or members, Local or Locals, who have in any way sought to injure the International Brotherhood or any Local Union thereof, any member or members, any official or officials thereof, Local or International, or any committee, delegate, or representative of the International Brotherhood of Teamsters.

Sec. 44. In the case of an individual the accused shall be notified through his Local Union, and shall have a reasonable time granted him to prepare and present a defense to the Joint Council. The Joint Council shall give the accused a fair hearing and shall render a verdict in accordance with the testimony presented, if found guilty, he shall be given a reasonable time to comply with the verdict. If the accused fails to pay his fine to the Joint Council, he shall stand suspended from the privileges of the International Brotherhood until the provisions of the verdict have been complied with. The amount of fine to be imposed on any member is optional with the Joint

Council. If there is no Joint Council, the accused shall be tried by the Executive Board of his Local Union and the fine, if any, shall be paid into the treasury of his Local Union.

Sec. 45. If charges are preferred against a Local Union the Secretary-Treasurer of said Local shall be furnished a copy of the charges by registered letter and the Local Union shall be given a reasonable time to prepare and present a defense to the Joint Council. Should a fine be assessed against a Local by the Joint Council, and the Local desires to appeal to the General Executive Board, said fine must be paid into the International Treasury, before the appeal can be taken, or should a Local desire to appeal to the International convention the fine must be deposited with the General Executive Board, when the Local Union shall be permitted to continue in the full rights and privileges of the International Brotherhood, subject to its laws thereof, pending the final decision of the convention. Should the convention decide in favor of the appeal, the deposit shall be returned, otherwise the same shall be converted into the general fund.

SALARIES.

Sec. 46. General President $150 per month; General Secretary-Treasurer, $150 per month; Traveling Auditor, $150 per month; General and District Organizers, $150 per month; Corresponding Secretary and Editor of Official Journal, $100 per month, each.

Vice Presidents, Trustees and Local Organizers shall receive $4 per day while working under orders from the proper officials.

All Executive Officers, Organizers and others working outside of their home city, or when traveling in the interest of the organization shall receive their railroad fare, in addition to the above named sum, to and from their destination by the shortest route and in addition shall receive a sum not to exceed $2.50 per day for hotel and incidental expenses.

FINANCE.

Initiation Fees and Per Capita Tax, Etc.

Sec. 47. The revenue of the International Brotherhood shall be derived as follows:

Organization fee, which includes charter, seal and all charter supplies, $10.00.

From the sale of supplies to Local Unions; from the advertisements in the Official Journal, and from the sale of stamps of the following denominations:

Initiation stamps, 25 cents.

Monthly due stamps (per capita), 15 cents.

Sec. 48. Each Local Union shall pay to the General Secretary-Treasurer the sum of twenty-five (25) cents for each member initiated in the Local Union, and a per capita tax of fifteen (15) cents per member per month, payable on or before the 20th day of each month, in advance, and the General Secretary-Treasurer shall receipt for all initiation fees and per capita tax by giving stamps of the above named denominations. Five (5) cents of this amount shall be set

aside as a defense fund to be used exclusively for the defense of our organization.

Sec. 49. No other system of receipting for initiation fees or monthly dues will be recognized by the International Brotherhood.

Sec. 50. Any member paying his initiation fees or monthly dues shall purchase stamps from the Local Secretary-Treasurer, who shall carefully paste the same on the space provided for in the member's Official Due Card, and cancel the stamps with the dater provided for this purpose (on the date the initiation fees or the monthly dues are paid), and said stamps shall at all times, be acknowledged as a receipt for payment in full for all amounts as designated by the stamps.

Sec. 51. All orders for stamps or supplies must be made on the regular official order blank and have the seal of the Local ordering same attached, and all money sent to the General Secretary-Treasurer must be sent by postoffice or express money order, certified check or draft.

Sec. 52. Local Secretary-Treasurers shall fill out the regular official monthly report blank, giving thereon the number of members who have been initiated, reinstated or suspended, and the total number of members in good standing, along with the names of all members who have been suspended or expelled during the preceding month. He shall read the report to his Local Union—at the first meeting in the month—for ap-

proval, and at once seal, sign and forward the same to headquarters.

Sec. 53. Any Local Unions falsifying reports or neglecting to report for three consecutive months shall stand suspended from the International Brotherhood.

Sec. 54. The books of all Local Unions and of the International Brotherhood shall be open for inspection at any time by any General Officer, or any one who may be deputized to examine them by the General Executive Board.

Sec. 55. Whenever an officer or organizer is sent to adjust a grievance between two or more Locals, said Locals shall turn over to the officer or organizer all books and property belonging to said Locals, to be held in his possession until said grievances are adjusted. Any Local refusing to comply with this section shall be fined not less than $50.00.

Sec. 56. Should a Local Union become six months in arrears for per capita tax, their charter shall be revoked. The General Secretary-Treasurer shall notify all Local Unions when two months in arrears, but failure to receive such notice shall not prevent the suspension of the Local Union should it become three months in arrears.

STRIKES, LOCKOUTS, BOYCOTTS, ETC.

Defense Fund.

Sec. 57. Moneys in the Defense Fund shall be drawn only for the following purposes: For the sustaining of legal strikes; for resisting the encroachments of non-

union and disreputable men when too strong for the Local Union to contend with, and for the purpose of advancing and defending the principles of unionism as applied to our own craft whenever and however the General Executive Board may decide.

Sec. 58. When any difficulty arises between the members of any Local Union and their employers the members shall lay the matter before their Local Union, and if approved by the union the President shall appoint a committee to wait upon the employers and endeavor to adjust the difficulty; said committee shall report at the next regular or special meeting, and the Local Union shall then take such course as is prescribed in this Constitution.

Sec. 59. If a settlement cannot be reached the Union shall, at a summons meeting, order a secret ballot to be taken, and it shall require a two-thirds majority of all members of the Union present to adopt a motion to strike. The ballots taken must be by Yes or No, written on paper ballots.

Sec. 60. If a two-thirds vote of the members present at such meeting shall decide to inaugurate a strike the Local Secretary-Treasurer shall be ordered to at once transmit a detailed account of the difficulty and the exact vote and action of the Local Union to the General President, who in turn shall at once forward a copy of the application to each member of the General Executive Board. The General Executive Board shall then notify the General Presi-

dent, by wire, of their decision, and if the action of the Local Union has been sustained the General President shall then deputize some suitable officer, organizer or member to proceed at once to the scene of the difficulty; and said representative shall have power to select three members of the Local Union to go with him and endeavor to adjust the trouble by negotiation or arbitration. The Local Union shall pay the committee.

Sec. 61. Failing in a settlement, the deputy shall telegraph and also report in writing to the General President, and give a concise and full statement of the difficulty; also his recommendations as to what course should be pursued, and should he deem it advisable, the Local Union may at once inaugurate a strike.

Sec. 62. Any Local Union which has not paid per capita tax on every member who has paid dues into said Local shall not be entitled to benefits in case of difficulty.

Sec. 63. Strike benefits or relief in case of lockouts, etc., shall be paid to all members not more than one month in arrears for dues, and who have been members of the organization in good standing for the period of at least one month last preceding such strike, lockout, etc., and any arrearages for dues and dues one month in advance to be deducted from the first payment of benefits and duly credited to the member or members so in arrears, at the rate of $5.00 per week, and shall be payable at the end of the second week of the strike or lockout. In

no case shall a fraction of a week's strike pay be allowed, nor shall the first week of strike or lockout be paid for; and all members shall be entitled to strike pay for a term of four weeks.

Sec. 64. The General Executive Board shall have the power, after four weeks, to extend the time of paying strike benefits not to exceed twelve weeks; provided the funds on hand in the International Treasury exceed ten thousand ($10,000) dollars. The General Secretary-Treasurer and the General Executive Board shall have the power, when satisfied from facts and information in their possession, that support in a strike or lockout should cease, to declare the same at an end so far as the financial aid of the International Union is concerned.

Sec. 65. The General Executive Board shall not approve of any strike, accompanied by payment of benefits, unless there is sufficient funds on hand in the International Treasury to pay strike benefits, as provided by the Constitution.

Sec. 66. The General Secretary-Treasurer shall, on or about the end of the second week, and each succeeding week of a strike or lockout, forward to the Local Secretary-Treasurer a certified check covering a sufficient amount to pay each week's benefits, and he shall also furnish blank pay roll sheets on which each member shall sign for the amount received; said pay roll to be made in duplicate.

Sec. 67. The Local Secretary-Treasurer

shall forward the original pay roll to headquarters, but shall retain a carbon copy of the same for future reference.

Sec. 68. During the continuance of a strike the deputy and strike committee of the Local Union shall make weekly reports to the General President, showing the amount of moneys distributed for benefits, the number of beneficiaries and all other facts that may be required.

Sec. 69. All moneys from the International Defense Fund remaining unused by the Local Union at the close of the strike or lockout shall be returned at once to the General Secretary-Treasurer.

Sec. 70. No Local Union shall receive financial assistance from the International Brotherhood unless the Local Union has been six months in good standing. This shall not apply to members who may have been locked out for upholding union principles.

Sec. 71. A Local Union more than two months in arrears for per capita tax shall not be entitled to benefits, and should a Local Union become three months in arrears for per capita tax, fines, etc., they shall stand suspended and shall not be entitled to benefits for three months after all arrears have been paid in full.

Sec. 72. No member of a Local Union on strike shall be entitled to a weekly benefit unless he reports daily to the proper officers of the Local Union while the strike continues, and no member who shall re-

ceive a week's work (three days to be considered a week) shall receive benefits. Any member refusing to work for an employer considered fair, while out on strike, shall be debarred from all benefits under this law.

Sec. 73. Any Local Union inaugurating a strike without the approval of the General Executive Board shall receive no benefits on account of such strike.

Sec. 74. A declaration on the part of an employer or a combination of employers to the effect that their employes must cease their connection with the Brotherhood or cease work, or any combination entered into by a number of employers for the purpose of throwing their employes out of employment without any cause or action on their part, shall be deemed a lockout. In case a lockout is reported to the International Brotherhood the General President shall endeavor to obtain satisfactory proof that the difficulty is a bona fide lockout, as defined in this section. This section does not apply to a reduction in wages.

Sec. 75. Any member going to work on a job declared on strike or lockout, in accordance with the laws of the International Brotherhood, shall be fined such sum as the Local Union may decide, but not less than $5.00 for each day so employed.

Sec. 76. No Local Union shall receive financial assistance from the International Brotherhood unless the Secretary-Treasurer of said Local Union has been bonded by a legitimate bonding company.

Sec. 78. Charter members shall consist of the names forwarded to headquarters with the application for charter, and Local Unions must procure initiation stamps for all charter members, but charter members shall not be required to pay per capita tax for the month in which they receive their charter.

Sec. 79. Charter members shall receive a free copy of the Constitution and official due card.

Sec. 80. A Local Union may, by a majority vote, keep their charter open for a term of thirty or sixty days after receiving the same, but all members initiated must have their official due cards stamped, as provided by Section Fifty (50).

LOCAL JOINT EXECUTIVE COUNCILS.

Sec. 81. Wherever two or more Local Unions exist in any one city or vicinity a Local Joint Council shall be formed, which shall consist of the Executive Officers from each Local Union; the Joint Councils shall have full power to adjust all differences between all Local Unions and between its members and their employers, subject to an appeal to the General Executive Board, whose decision in all individual cases shall be final.

Sec. 82. Prior to a Local Union becoming involved in a strike, lockout, boycott, law-suit, or any serious difficulty, they shall immediately notify the Secretary of the Joint Council, whose duty it shall be to at

once call a meeting of the Council, and they shall take such action as they deem advisable and report the same to the General President. Should any member violate his obligation by refusing to employ Union men or to patronize and assist members of the International Brotherhood of Teamsters, the member who may have been aggrieved shall present his case in writing to the Joint Executive Council, and they shall hear and decide the case, and report their decision back to each affiliated Local. The expenses of maintaining a Joint Council shall be upon a per capita basis. A Joint Council may make such By-Laws as they deem proper, provided they do not conflict with the laws of the International Brotherhood of Teamsters.

GENERAL INSTRUCTIONS TO ORGANIZERS.

Sec. 83. Whenever there is not a sufficient number of any one craft a mixed Local may be formed; but whenever there are fifty or more members of two different crafts one craft may, if they deem it advisable, withdraw and form a separate Local, and the Local Union from which they withdraw shall furnish them with funds to procure their charter, and the balance shall be divided upon a per capita basis. There shall be only one Local Union of any craft chartered in any city, except in localities where it may be necessary. In such cases the Executive Board shall have full power

to investigate and determine the advisability of issuing a separate charter.

TRANSFER CARD.

Sec. 84. This is to certify that the bearer hereof, Brother ————, whose name is written on the margin of this card, in his own handwriting, is a member in good standing of Local Union No. ——, International Brotherhood of Teamsters, and is entitled to all rights and privileges under our jurisdiction.

We recommend him to the friendship and protection of all members of the International Brotherhood of Teamsters, wherever he may be, and to free admission, provided he has been a member not less than 90 days in the Local Union from which he transfers, otherwise he shall pay the difference in the initiation fee to the Local Union to which he transfers for the space of one month from the date hereof, and no longer.

This card expires ————, 19—, and is null and void after that date, unless renewed or deposited in accordance with the Constitution.

The member receiving this card will be suspended from all rights and benefits unless the card is renewed by the Local Union before its expiration. It will also be forfeited unless deposited within 30 days after going to work in any town or city where there is a Local Union.

Given under our hands and the Seal of

Local (Seal) Union No. —— this ——— day of ————, 19—.

Sec. 85. It shall be compulsory for a member leaving his Local Union to go to work under the jurisdiction of another Local Union to procure a transfer card at the first regular meeting from the Local of which he is a member, and to deposit the same with the Local Union under whose jurisdiction he may be working within 30 days. Said member must sign his name in the presence of the Secretary of the Local from which he transfers and countersign in the presence of the Secretary of the Local to which he seeks admission, and also produce an official due card stamped up to date. Salaried officers of the International Brotherhood shall not be required to transfer from their respective Locals while employed by the International organization.

Sec. 86. Should any member cease to be actively engaged at our craft he shall be entitled to an Honorable Withdrawal card. Should any member holding a withdrawal card return to the craft within a year from the date this card was granted he shall be ~~entitled to~~ readmission without paying an additional initiation fee.

immediately given

LABOR DAY.

Sec. 87. We recognize the first Monday in September as Labor Day, except in States where another day is provided by law, and call upon all Local Unions to observe the same. It is advisable for Local Unions to

unite and march under one banner in cities where there is more than one Local, and each Local Union can make such rules and regulations requiring their members to observe the day as best adapted to their locality.

CORRECTION.

The words "IMMEDIATELY GIVEN" should appear in line 3, Sec. 86, instead of "entitled to."

By direction of Executive Board,

E. L. Turley

Sec'y-Treas.

ORDER OF BUSINESS

1. Opening.
2. Roll Call of Officers.
3. Reading of Minutes of Previous Meeting.
4. Proposals for Membership.
5. Report of Committee on Candidates.
6. Voting on Candidates.
7. Initiation.
8. Communications and Bills.
9. Reading of Receipts from Headquarters.
10. Reading of Monthly Report to Headquarters. (This report must be read on the first meeting night in each month and at once forwarded to headquarters.)
11. Report of Delegates and Committees.
12. Unfinished Business.
13. New Business.
14. Nomination, Election and Installation of Officers.
15. Good and Welfare of the Brotherhood.
16. Receipts and Expenditures (itemized).
17. Adjournment.

BY-LAWS

For the Government of Local Unions Affiliated with the

International Brotherhood of Teamsters

Adopted at Convention held at Niagara Falls, N. Y., August 3-14, 1903

CONSTITUTION FOR LOCAL UNIO

Section 1. A Local Union of Teamste and Helpers shall consist of not less th seven members; any seven teamsters a helpers engaged at the craft may apply the General Secretary-Treasurer for a Cha ter. In the absence of an Organizer th General Secretary-Treasurer will instru the Local Union as to the manner of i stallation.

ELECTIONS.

Sec. 2. Election of officers shall be h on the first regular meeting in January, a immediately after the election the Recordi Secretary shall fill out the regular offi blank, with the names of the officers a their addresses, and forward the same to General Secretary-Treasurer.

OFFICERS.

Sec. 3. The officers of a Local Uni shall consist of a President, Vice-Preside Recording Secretary, Secretary-Treasure three Trustees, and Correspondent, Condu tor and Warden. The Conductor and Wa den shall be appointed by the Chair. A officers shall serve for a period of one yea

cepting Trustees, Business Agents, those ected to fill vacancies and officers of vly-formed Unions. They shall hold office hereinafter provided. The elective offi- s are hereby constituted the Local Execu- e Board.

DUTIES OF OFFICERS.

President.

ec. 4. The President shall preside at all ular and special meetings of the Local Jnion, sign all orders on the Secretary- reasurer authorized by the Union, call spe- ial meetings if requested by five members good standing, appoint all committees not herwise provided for, and perform such er duties as may of right pertain to his ice. And it shall be his duty to see that other officers perform their duties strict- in accordance with Local and Interna- nal By-Laws and Constitution.

Vice-President.

Sec. 5. The Vice-President shall assist in eping order, and in the absence of the esident preside at the meetings of the nion. He shall assist the Warden and see at no one enters the meeting without the ssword. He shall give the password to embers only when requested to do so by e President or Secretary-Treasurer.

Recording Secretary.

Sec. 6. The Recording Secretary shall eep a correct, full and impartial account

of the proceedings of each meeting of e
Union, so that all applications for mem-
ship are properly filled out, notify ca-
dates when they have been elected to m-
bership, sign all orders on the Secret-
Treasurer, notify members of special m-
ings when requested to do so by the Un-
have charge of the Seal, and perform s-
other duties as the Local Union or Co-
tution may direct. He shall work in r-
mony with the Secretary-Treasurer.

Duties of the Local Secretary-Treasur-

Sec. 7. The Local Secretary-Treas-er
shall receive and receipt for all moneys ue
the Union and deposit the same in s-ch
bank as the Union may direct in the nam- of
the Local Union, excepting such amoun- as
may be required for contingent expen-ses.
Pay all bills sanctioned by the Union u-pon
presentation of an order signed by the P-res-
ident and Recording Secretary and stam-ped
with the seal of the Union. He shall k-eep
a correct account between the Local Un-ion
and its members and between the Lo-cal
and the International Brotherhood. He sh-all
issue all official due cards.

Sec. 8. On the first of each month the
Local Secretary-Treasurer shall order fr-om
the General Secretary-Treasurer and k-eep
on hand a sufficient number of initiati-on
and due stamps to meet all demands whi-ch
may be made for the same. Said stam-ps
shall be held as a standing appropriati-on.
and shall require no motion of the Loc-al
Union to order the same.

Sec. 9. The Local Secretary-Treasurer, when receiving the initiation fee or Monthly Dues from members shall receipt for the same by covering the month said dues were paid for with the proper Official Due Stamps and cancel the stamps with the dater provided for that purpose on the date said dues were paid.

Sec. 10. The Local Secretary-Treasurer shall fill out the Official Monthly Report Blank, giving thereon the number of members who have been initiated, reinstated, suspended or expelled during the preceding month; also giving the names of all members who have been expelled and the number of members in good standing. He shall read the report to his Local on the first meeting night of each month for approval, and at once sign and forward the same to headquarters. He shall also make a financial report to his Local Union on the first meeting night of each month.

Sec. 11. It shall be the duty of the Local Secretary-Treasurer to keep on file all receipts for money sent to Headquarters during the year.

Sec. 12. The Local Secretary-Treasurer shall have charge of all buttons and shall loan the same to members in good standing when requested to do so by the Local Union, but shall loan no button unless the member receiving the same signs the following receipt:

City ———, State ———, Date ———.

Received from the Trustees of Local

Union No. ——, of the International Brotherhood of Teamsters, per the Secretary-Treasurer of said Local Union, ONE UNION BUTTON, which I hereby acknowledge to be the property of said Local Union, the same having been loaned to me with the express understanding that I acquire no title thereto, but that the same is to be and remain the property of the said Local Union, and that the said Trustees are entitled to the possession thereof at any time upon demand made therefor.

Signed, ——————————.

Sec. 13. He shall submit the books and vouchers to the Trustees whenever required, and file a bond with them for such sum as the Local Union may direct as security for the funds and property of the Brotherhood, also for the faithful performance of his duties. A copy of said bond must be sent to the General Secretary-Treasurer, to be kept on file until his successor has been duly elected and qualified. He shall work in harmony with the Recording Secretary, and perform such other duties as the Local Union or Constitution may direct. He shall receive a salary of at least Five Dollars ($5.00) per annum.

Sec. 14. The Local Secretary-Treasurer shall, if he so desires, select his own assistants, who must be members of the Local Union, and in good standing.

Conductor.

Sec. 15. The Conductor shall examine all present on the night of the meeting and re-

port to the Chair all without the password, conduct candidates through the initiation ceremony, see that none but those in good standing remain in the room, and perform such other duties as the Union may direct.

Warden.

Sec. 16. The Warden shall take charge of the door and prevent any but members in good standing from entering the meeting; members without the password shall be announced by name and admitted only when requested to do so by the President or Secretary-Treasurer. He shall permit no one to retire who has not obtained permission from the Chair.

Trustees.

Sec. 17. The Trustees shall have general supervision over the property of the Brotherhood, subject to such instructions as they may from time to time receive. They shall audit the books of the officers at the end of each fiscal quarter and report to the Local Union; see that the Secretary-Treasurer deposits all money belonging to the Local Union over and above what is required for contingent expenses in such bank as the Brotherhood may designate. They shall see that all bills authorized by the Local Union are promptly paid, and instruct the Secretary-Treasurer to pay no money unless accompanied by an order from the President and Recording Secretary, to which the Seal of the Local Union is attached. The Trustees shall be elected so that one shall serve for a period of three years, one for two

years and one for one year, retiring in rotation at each annual election; they shall perform such other duties as the Local Union or Constitution may direct.

Business Agent.

Sec. 18. Whenever a Local Union may deem it necessary a Business Agent may be elected; he shall hold office for no definite length of time, but may be dismissed at any time by a majority vote of the Local Union. He shall receive such compensation for his labors as the Union may from time to time determine. He shall attend all meetings of the Local Union, Central Labor Bodies and the Joint Executive Board. He shall report in full at each meeting of the Local Union the progress and workings of the Local, and receive instructions on all business transactions requiring attention. He shall see that all members are in possession of a Constitution, and make out applications for those not members. He shall attend to all controversies between the Local Union and their employers, and engage all legitimate means to adjust a settlement as soon as possible. He shall see that all members live up to the Constitution, and that any contracts between the Local Union and their employers are carried out as minutely as possible; report violations, if any, at each meeting of the Local Union. He shall sign all contracts between the Local Union and their employers, when authorized to do so by the Local Union, and per-

form such other duties as the Union may direct.

Correspondent, or Journal Reporter.

Sec. 19. It shall be the duty of the Correspondent to keep the Editor of the Official Journal informed of all matters of interest to our craft throughout the vicinity over which his Local has jurisdiction. He shall solicit advertisements from firms who are known to be fair to organized labor and shall receive the Journals from the Local Secretary-Treasurer and distribute the same on meeting nights. Any member or officer of a Local Union shall be eligible to the office of Correspondent.

Sec. 20. Officers of newly formed Local Unions shall hold office until the first meeting night in January.

Sec. 21. Should any officer fail to answer the Roll Call for three consecutive meetings without having a good excuse for his absence his office shall be declared vacant and the same shall be filled at the following meeting.

Sec. 22. During the temporary absence of any officer the President shall appoint a member to fill the vacancy pro tem.

Committees.

Sec. 23. All committees shall perform the duties assigned them within the time specified and report the result back to the Local Union.

Sec. 24. No member shall be excused from committee work unless two-thirds of those present at the meeting agree thereto; but

no member shall be obliged to serve on more than two committees at one time.

Sec. 25. The International Brotherhood reserves the right to cancel Withdrawal Cards, and should any person in legal possession of one violate the Constitution or antagonize the principles of trades unionism he shall be suspended from the Brotherhood.

Sec. 26. Any person who desires to become a member of a Local Union must fill out the regular application blank and sign his name to it, and have the same certified to by a member in good standing as voucher for the applicant's fitness to become a member. And after being passed upon it shall be filed by the Recording Secretary for future reference.

Sec. 27. The application of the candidate must be presented with the full initiation fee.

Sec. 28. When a candidate is reported on by the committee the President shall ask whether there are reasons known why the candidate should not be admitted to membership. If no objections are stated the Local Union shall proceed to vote by open ballot, and a two-thirds majority shall elect.

Sec. 29. At the conclusion of the initiation ceremony the newly initiated member shall be conducted to the Secretary-Treasurer, where, upon handing in his name and address, he shall be placed upon the books of the Local Union as a member, and the Secretary-Treasurer shall furnish him with

an Official Due Card and a copy of this Constitution and By-Laws.

Sec. 30. A person who has been expelled, suspended or rejected in any Local Union shall not be eligible to membership in any other Local Union, except by consent of the Local Union of which he has been a member or from which he was rejected.

Sec. 31. When a candidate is rejected he shall not be eligible for membership for three months.

Sec. 32. Any candidate failing to present himself for initiation within the space of four weeks after his election shall, unless he gives a good and sufficient reason, forfeit his initiation fee.

Sec. 33. When a member takes a transfer card the Local Union granting it shall pay per capita tax for the member until the card expires.

Sec. 34. A Transfer Card must be renewed or deposited with the Local Union nearest to where the member is at work before the time expires for which said card was granted.

Sec. 35. Before a Local Union admits a member on a Transfer Card the Secretary shall retire to the ante-room and examine his Official Due Card. He shall instruct the member to sign his name, and if it compares with the signature upon the Transfer Card then the member may be admitted.

Sec. 36. Members can only belong to one Local Union, but if engaged at more than one branch of the craft shall come under

the jurisdiction of the Local Union of the branch of the craft at which they are working.

Sec. 37. No person shall be initiated in the International Brotherhood of Teamsters who is under 18 years of age.

DUES, INITIATION FEES, ETC.

Sec. 38. A Local Union may charge such sum for initiation fee as may from time to time be decided upon, but in no case shall the initiation fee be less than One Dollar, and the regular dues of each member shall not be less than 50 cents per month. No dues shall be charged for the month in which the candidate was initiated. Monthly dues are payable on or before the 20th day of each month, in advance.

Sec. 39. Members in arrears three months for dues shall stand suspended until all dues and assessments have been paid in full, and when a member pays up his arrearages he must see that his card is properly stamped for each month that he was in arrears, and a suspended member will not be entitled to financial benefit until three months after all arrearages have been paid in full, and the Local Union shall have the power to attach such other penalties or fines as a two-third majority may decide upon.

Sec. 40. Members six months in arrears for dues shall stand expelled from the Brotherhood, and if again admitted to membership must pay the regular initiation fee and come under the laws provided for new

members; also such other penalty as a two-third majority of the Local Union may decide upon.

Sec. 41. The International Executive Board shall have full power to enforce discipline on Local Unions, and members thereof who violate the Constitution; to try cases involving danger or disgrace to a Local Union, or the International Brotherhood, and to pass judgment upon all cases appealed to it. In the case of individuals it shall be the final resort; in the cases of Local Unions its decision shall be enforced subject to appeal to the next convention.

Sec. 42. Any member or members of the International Executive Board, or the International Executive Board as a whole, shall have power, upon proper information, to prefer charges against any member or members, Local or Locals, who have in any way sought, by word or action, to injure the International Brotherhood or any Local Union thereof, any member or members, any official or officials thereof, Local or International, or any committee, delegate or representative of the International Brotherhood of Teamsters.

Sec. 43. In the case of an individual the accused shall be notified through his Local Union, and shall have a reasonable time granted him to prepare and present a defense to the Joint Council. The Joint Council shall give the accused a fair hearing and shall render a verdict in accordance with the testimony presented; if found

guilty, he shall be given a reasonable time to comply with the verdict. If the accused fails to pay his fine to the Joint Council, he shall stand suspended from the privileges of the International Brotherhood until the provisions of the verdict have been complied with. The amount of fine to be imposed on any member is optional with the Joint Council. If there is no Joint Council the accused shall be tried by the Executive Board of his Local Union, and the fine, if any. shall be paid into the treasury of his Local.

Sec. 44. If charges are preferred against a Local Union the Secretary-Treasurer of said Local shall be furnished a copy of the charges by registered letter and the Local Union shall be given a reasonable time to prepare and present a defense to the Joint Council. Should a fine be assessed against a Local by the Joint Council, and the Local desires to appeal to the General Executive Board, said fine must be paid into the International Treasury before the appeal can be taken, or should a Local desire to appeal to the International convention the fine must be deposited with the General Executive Board, when the Local Union shall be permitted to continue in the full rights and privileges of the International Brotherhood, subject to its laws thereof, pending the final decision of the convention. Should the convention decide in favor of the appeal, the deposit shall be returned, otherwise the same shall be converted into the general

fund.

Sec. 45. Any Local Union suspended by the General Executive Board shall lose for the period of its suspension all privileges of the International Brotherhood, and the Local Central Labor Body shall be notified to exclude its delegates.

Sec. 46. Any Local Union expelled from the International Brotherhood shall lose its rights therein forever, and its officers, if found guilty, shall not be eligible for membership in any other Local of the International Brotherhood for the period of eighteen months from date of suspension. Immediately after the expulsion of a Local Union the organizers of the International Brotherhood shall organize a new Local Union, and shall give it a new charter, but a different number from that held by the one expelled.

Sec. 47. The funds and property of a Local Union cannot be divided in any manner among the members individually, but shall remain the funds and property of the Brotherhood for all legitimate purposes while seven members remain therein. And upon the dissolution of any Local Union the Secretary-Treasurer of said Local shall deliver all money and property of the same to the Secretary-Treasurer of the International Brotherhood of Teamsters or other authorized officials.

Sec. 48. Each Local Union shall have the power of self-government known as Local Autonomy, and, if deemed advisable, to

make such By-Laws that will be beneficial to the local organization, such as admitting persons who own and operate one team, regulating initiation fees or dues, honorable withdrawal cards, trials, fines, suspensions and expulsions, in conformity with the general laws.

Sec. 49. Each Local must provide each and every member with a copy of this Constitution.

Sec. 50. Local Unions may, if they deem advisable, adopt a sick or death benefit fund, and adopt local By-Laws to govern the same.

Sec. 51. Each Local Union must obtain all official blanks and supplies, which are required to be uniform, from the General Secretary-Treasurer.

Sec. 52. A Local Union cannot vote to disband or withdraw from the International Brotherhood. Any seven officers or members in good standing can hold their charter.

RULES OF ORDER.

Sec. 53. The President, while presiding, shall state every question coming before the Local Union before suffering debate thereon, and immediately before putting it to a vote shall ask: "Is the Union ready for the question?" Should no member rise to speak, and the Local Union indicate its readiness, he shall rise to put the question. After he has risen no member shall be permitted to speak upon it.

Sec. 54. When the decision of the Presi-

dent is appealed from, he shall state his decision, and the reasons therefor, from the chair The party appealing shall then briefly state the reasons for the appeal, after which, without further debate, the question shall be put thus: "Shall the decision of the Chair stand as the judgment of the Union?"

Sec. 55. Every member while speaking shall adhere to the question under debate, avoid all personality and indecorous language, as well as any reflection on the Union or any member thereof.

Sec. 56. Any member while speaking, being called to order by another, at the request of the Chair, shall cease speaking and be seated until the question of order is determined.

Sec. 57. No member shall speak more than once on the same question until all the members wishing to speak have had an opportunity to do so; nor more than twice without the permission of the Chair, nor more than ten minutes at one time.

Sec. 58. All resolutions and motions, other than the first six, in Rule 8, to accept or adopt the report of the committee, shall be reduced to writing before the President shall state the same to the Union.

Sec 59. Any member may call for the division of a question when the sense will admit of it.

Sec. 60. The following motions shall have precedence in the following order herein arranged: First, to adjourn; second, to close debate; third, to take the previous question;

fourth, to lie on the table; fifth, to postpone indefinitely; sixth, to postpone to a definite time; seventh, to refer; eighth, to amend. The first four shall be decided without debate.

Sec. 61. The motion to close debate may be made by two members, and shall be put in this form: "Shall the debate now close?" And, if adopted, the President shall proceed to take the question on the resolutions and amendments thereto, according to priority, without further debate.

Sec. 62. The call for the previous question may be made by six members, and shall be put in this form: "Shall the main question be now put?" If adopted, the effect shall be to take the question on the original resolution to the exclusion of all debate and all amendments which have not been adopted.

Sec. 63. All votes other than amendments to the Constitution, By-Laws or Rules of Order may be reconsidered at the same or next succeeding regular meeting upon a motion made and seconded by two members who voted in the majority; provided the Union agrees thereto; but after a motion to reconsider has once been lost it shall not be renewed.

Sec. 64. Every member present shall vote on all questions before the Union, unless personally interested. A motion to excuse a member from voting shall be put without debate.

Sec. 65. No member shall enter or leave

the Union meeting during the reading of the minutes, admission of new members, installation of officers or the taking of a question by yeas and nays; and no member shall be allowed to leave the Union meeting without the permission of the presiding officer, under penalty of twenty-five cents fine.

Sec. 66. When a motion has been declared carried or lost by acclamation any member, before the Union proceeds to other business, may call for a count, but the yeas and nays cannot be called unless demanded before the President rises to put the question.

Sec. 67. The yeas and nays may be called for by two members, and upon the assent of one-third of the members present shall be taken.

Sec. 68. A motion to adjourn having been put and lost shall not be in order again, provided there is further business before the Union, until fifteen minutes have elapsed.

Sec. 69. No subject of a political or religious nature shall at any time be admitted, under a penalty of fifty cents fine.

Sec. 70. All business done in this Union shall be strictly secret to all outside the Union.

Sec. 71. All and other proceedings in debate not herein provided for to be governed by Roberts' Rules of Order.

One tap of the gavel shall call to order; two taps to be seated; three taps to rise.

INTERNATIONAL CONSTITUTION

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REVISED PRICE LIST

Charter Outfit		$10.[illegible]
Initiation Stamps	each	.[illegible]
Monthly Due Stamps (per capita)	"	.1
Constitutions	"	[illegible]
Official Due Cards	"	[illegible]
Extra Due Card Covers	per hundred	.[illegible]
Rituals	each	.[illegible]
Honorable Withdrawal Cards	"	[illegible]
Transfer Cards	"	[illegible]
Warrant Books	"	.5[illegible]
New Charters, Duplicates	"	1.0[illegible]
Ledger, 100 pages	"	1.[illegible]
Ledger, 200 pages	"	2.0[illegible]
Ledger, 300 pages	"	2.5[illegible]
Larger Ledgers at special prices		[illegible]
Day Book, 100 pages	"	1.6[illegible]
Minute Book, 100 pages	"	.6[illegible]
Official Letter Paper	per 100 sheets	.7[illegible]
Official Envelopes	per 100	.5[illegible]
Local Application Blanks	per 100	.5[illegible]
Union Buttons	each	.2[illegible]
Seals	each	3.5[illegible]

Blanks for reporting Election of Officer[illegible] Button Receipts, Monthly Reports and Ord[illegible] Blanks, Free.

No other supplies are furnished Local Unions except[illegible] those above mentioned. The official order blank mu[illegible] always be used when ordering supplies. The forego[illegible] articles will be furnished only when the requisite amou[illegible] of cash accompanies the order.

All supplies sent by us have the postage prepaid, [illegible] express charges paid in advance. Send all moneys b[illegible] Post-Office Money Order, Express Money Order or Dra[illegible] Headquarters will not be responsible for money se[illegible] otherwise through the mail.

Address, E. L. TURLEY, General Sec'y [illegible] Treas. 147 Market St. Indianapolis, In[illegible]

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